

Minutes of Public Meeting

December 13, 2021

The New Castle Community School Board of Trustees met in the Boardroom at Community Education Center located at 322 Elliott Avenue, New Castle, IN 47362 on December 13, 2021.

**Board Members Present:** Cory Bennett, Member; Travis Callaway, President; Jaci Hadsell, Member; and Nan Polk, Secretary both in person and virtually.

**Central Office Administrators Present:** Matthew Shoemaker, Superintendent; Adam McDaniel, Assistant to the Superintendent; Megan Bell, Chief Financial Officer; Sherri Bergum, Curriculum Director; Joel Harvey, Attorney and Jena Schmidt, Human Resource Director

**Also Present:** Approximately 23 in person and virtual attendees both in person and virtual.

- I. Call to Order-by President Travis Callaway at 7:00 pm
  - A. Roll Call - Four members were in attendance.
  - B. Approval of Minutes: Regular Session: November 8, 2021  
Nan Polk moved to approve the minutes as presented with a second by Jaci Hadsell. With no discussion, motion carried 3-0-1 with Travis Callaway abstaining due to not being present during the November meeting.
  - C. Approval of Agenda – Dr. Shoemaker stated there were no changes to the agenda.  
Jaci Hadsell moved to approve the agenda as amended with a second by Nan Polk. With no discussion, motion carried 4-0.
- II. Communications/Routine Consent Items/Regularly Recurring Reports/Other
  - A. Public Questions and Comments on Agenda Items – No comments
  - B. Routine Consent Items: Approval of Reports: Travel; Monthly Personnel; Bill Lists; Payroll Claims and Donations; and Field Trip Requests –  
Nan Polk moved to approve all reports as presented with a second by Jaci Hadsell. With no further discussion motion carried 4-0.
  - C. Submission of Monthly Corporation Extra-Curricular Receipts and Disbursements and Fund Reports - no action necessary.
- III. New Business – Dr. Shoemaker recognized the generosity from the family of 1995 Graduate Colin McAtee. Dr. Shoemaker spoke of his many accomplishments both in high school and beyond. A Trojan Award of Excellence was awarded to his parents and he said the Baseball Field will now be known as “The Mac”.
  - A. Re-Entry Protocol Update – Dr. Shoemaker presented an update on the county status and stated there are no updates or changes to the re-entry plan at this time. He stated out-of-state field trips are being approved, but not guaranteed as it will be based on the status CDC recommendations at the time of the trips.
  - B. Ratify Teacher Appreciation Grant Disbursements – Dr. Shoemaker stated that due to the requirements of timely distribution, this was paid on December 8, 2021 and the Board will

need to ratify the disbursement. He also stated the grant was distributed to both Highly Effective (\$517.00) and Effective (\$413.60) teachers following the guidelines provided. With little discussion Jaci Hadsell moved to ratify the distribution in the manner presented with a second by Nan Polk. Motion carried 4-0.

C. Approve Support Staff Stipends – Dr. Shoemaker explained the process the Compensation Committee is following this school year based on a study completed by Administrator Assistance. However, he is recommending a stipend be given to support staff based on the following criteria. A lump sum, one-time stipend will be provided to support staff currently employed as of December 13, 2021. Stipend amounts will be based on:

1. \$1000.00 – 260 day employees hired prior to July 1, 2021
2. \$800.00 – 180-240 day employees hired prior to July 1, 2021
3. \$250.00 – employees hired on or before July 1, 2021

With little discussion, Nan Polk moved to approve the recommendation with a second by Jaci Hadsell. Motion carried 4-0.

D. Approve 2022/2023 School Calendar – The calendar was presented for approval. Jaci Hadsell moved to approve the 2022/2023 School Calendar as presented with a second by Nan Polk. After some discussion, the motion carried 4-0.

IV. Buildings & Grounds – Adam McDaniel, Assistant to the Superintendent gave a report on the following:

- A. Middle School Construction – On target for March 2022 completion
- B. Gym Occupancy by January 10, 2022
- C. Middle School flooring is currently being installed
- D. Third Floor renovations are almost completed
- E. Middle School Kitchen renovations will be completed on target
- F. Middle School furnishings will be delivered in February 2022
- G. Phase 2 Secured Entrance at Parker & Eastwood are complete
- H. Thank you to Richie Broyles and his team for their hard work
- I. Tennis Complex – Target completion of June 2022
- J. High School cooling tower – begin installation during Winter Break
- K. Bundy – bids due December 16, 2021
- L. Wilbur Wright-flooring in middle hall and tuck-pointing will begin soon
- M. Facilities & Transportation Departments are doing great work
- N. T. Callaway thanked Adam McDaniel for his hard work on these multiple projects

V. Superintendent Report – Updates presented by Superintendent, Dr. Matthew Shoemaker.

- A. Non-Certified stipends will be disbursed on December 22, 2021
- B. December 2, 2021 - Christmas Walk was huge success
- C. December 4, 2021 – Wall of Honor Dedication Special Thanks given
- D. Newsletters have been mailed

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- E. Promotional video – can be found on both school and county web-sites
- F. Several holiday programs occurring this
- G. Merry Christmas and Happy New Year
- H. Nan Polk asked about Field House handrails

VI. Budget – Megan Bell, Chief Financial Officer, gave information relating to budget items.

- A. Transfer from Education Fund to Operations Fund – November Expenditures in the amount of \$270,000.00.

Nan Polk moved to approve the transfer in the amount requested with a second by Jaci Hadsell. With no discussion, motion carried 4-0.

- B. Approve anticipated Transfer from Education Fund to Operations Fund – December 2021, not to exceed \$325,000.

Jaci Hadsell moved to approve the transfer up to \$325,000.00 with a second by Nan Polk. With no discussion, motion carried 4-0.

VII. Public Questions & Comments – The meeting is open for comments.

- A. No comments

VIII. Adjournment – With no further business, the meeting was adjourned at 7:39 pm.

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Secretary: \_\_\_\_\_